

Format checklist

Revised February 26, 2015

1	General	The entire manuscript should be typewritten on A4 paper with 1.5 line spacing.
		Margins are 2.5 cm on each side and 3 cm at the top and bottom of the page.
		Each page of the manuscript should be numbered at the center of the bottom margin, starting with the title page.
		Use Times or Times New Roman font (12 point).
		Use "Symbol" font for Greek and special characters.
		The first line of each paragraph (except the first paragraph) should be indented.
2	Title page	Title: The title should be centered in boldface with lower case text except the first letter of the title and proper nouns.
		Name(s): Given name(s) precedes surname(s). Surnames should be typed in small capital letters, with the first letter of the surname in large capitals. If affiliations differ between authors, mark the upper right of the surname with an asterisk (*, **) that links to the relevant affiliation.
		Addresses: Affiliation, address, zip code, country. Affiliations should be centered in italics.
		E-mail addresses: Give the current e-mail address(es) of author(s). One author should be designated as the corresponding author.
3	Abstract	Less than 400 words with several keywords.
4	Main text	Section headings: First-order headings (centered, bold, all capital letters). Second-order headings (aligned left, bold). Third-order headings (following a paragraph indentation, bold, followed by a period).
		The term 'Figure' should be spelled out in the text but abbreviated to 'Fig.' where used in parentheses (Fig.).
		Please use the following hierarchy of parentheses: {{{()}}}
		Mathematical and physical variables are typed in italics (e.g., $P2/a$, β -phase, P , T). Vectors are displayed in bold face (e.g., \mathbf{a} axis).
		Simple subscripts and superscripts are formatted appropriately (e.g., SiO_2 , V_p). Do not use raised or lowered type or math type editors for subscripts, superscripts, and stacks: " Mn_{1q}^{3+} ".
		Math type editors should be used for equations (e.g., $\delta_c(T) = \frac{2}{3} \delta_c(T_c) \left[1 + \sqrt{1 - \frac{3(T - T_o)}{4(T_c - T_o)}} \right]$).
		Place commas after 'e.g.' (e.g.,) and 'i.e.' (i.e.,). Do not comma after 'cf.' (cf.).
		Do not italicize Latin or Greek words (except letters that represent variables) such as et al., in situ, e.g., i.e., cf., $\delta^{13}\text{C}$, etc.
		Leave a space between numbers and units (e.g., 350 °C, 6.2 Å, 6 Ma, 30 wt%, 0.5 mol%, 3 at%, 0.8 vol%, ~ 1500 km, 7.1 g/cm ³) and before and after notation such as +, -, ±, =, <, >, and × (e.g., $e_2 = (b - a_o)/a_o$, except e.g., -7, <8 cm).
Do not place a space between numbers and special units (e.g., 5°, 10%, 10‰ and 140°37'E).		
5	Tables	Tables produced using Excel or Word are suitable for direct photo offset.
		Tables should fit comfortably within one column (8 cm width), two columns (17 cm width), or be approximately 12 cm in width.
		The maximum landscape (horizontal) width (including titles and footnotes) should be 23 cm.
		Text used in tables should be Times or Times New Roman font, 9 point. Capitalize the first letter only.
		Table titles should be brief.
		Do not use italic or bold font except for mathematical or physical variables or vectors.
		The uppermost and lowermost single horizontal lines in tables should be 1.5 point, with other lines 0.5 point.
		Do not use vertical lines in tables.
		Table titles and footnotes should be listed following the References Section in the main text, and tables themselves should be given on separate pages.
In footnotes, 1) abbreviations are written as: An, anorthite; Bx, bixbyite; Ep, epidote; Gt, garnet; Hm, hematite; Pm, piemontite, etc.		

		2) footnotes are shown as: * -----, 1) -----, a -----, ** -----, or 2) -----, or b -----, *** -----, 3) -----, c -----.
6	Figures & Photographs	Figures should fit comfortably within one column (8 cm width), two columns (17 cm width), or be approximately 12 cm in width.
		The maximum landscape (horizontal) width (including captions) should be 23 cm.
		Use letter points and line widths that are still clear following reduction for printing. Capitalize the first letter only.
		Use the same font styles (e.g., italics and superscripts) as used in the text.
		Figure captions should be listed following the table titles and footnotes in the main text.
		Submit all figures in high-resolution PDF, EPS, TIF, or GIF format.
		Photographs and line art should not appear pixilated when viewed at 400% on a computer monitor. Figures that use gray scales should not generate moiré patterns or appear black when viewed at 400%.
		We prefer that photographs and figures be submitted at the size to be printed.
		Multiple photographs or illustrations (i.e., subfigures labeled a, b, c, etc.) within a single figure should be grouped within the same sheet.
7	References	References should be cited in the text using family name(s) and year of publication. For single authors, the reference should read (Dollace, 1969); if two authors: (Nagasaki and Enami, 1998); and if three or more: (Ferraris et al., 1989). If two or more references are cited, arrange them in chronological order using commas and semicolons: (Dollace, 1969; Ferraris et al., 1989; Nagasaki and Enami, 1998, 2000).
		All references cited should be listed alphabetically at the end of the manuscript.
		Alphabetical order should take precedence over chronological order when referring to papers with single authors. However, chronological order should take precedence over alphabetical order when referring to papers with two or more authors, e.g., in the order of Yamamoto (2005), Yamamoto, Suzuki and Nagasaki (1999), and Yamamoto and Fukui (2000).
		The names of journals should be written out in full, in plain text.
		Do not cite publicly unobtainable sources such as manuscripts ‘in preparation’ or ‘submitted’ to journals but not yet accepted. Such items should be cited in the text as ‘personal communication’ or ‘unpublished data’ using the author’s full name, e.g., (J. Dollace, personal communication, 2009) or (J. Dollace, unpublished data, 2009).
		Do not place a space between author initials (e.g., Winkler, H.G.F).
8	For more information	For the detailed information, visit the JMPS web site at http://jams.la.coocan.jp/jmps.htm . Visit or consult recent issues of the journal. Online journal: https://www.jstage.jst.go.jp/browse/jmps